GUJARAT TECHNOLOGICAL UNIVERSITY (GTU)

Competency-focused Outcome-based Green Curriculum-2021 (COGC-2021)
VI – Semester

Course Title: **Industrial Training**
(Course Code: 4365801)

Diploma programme in which this course is offered	Semester in which offered
Printing Technology	Sixth

1. RATIONALE

The Diploma in Printing Technology is a professional program that imparts a thorough comprehension of the fundamentals and methodologies of working, problem solving, testing and maintenance of Printing Machinery and Equipments.
Industrial training is Full Semester Internship an essential part of the Diploma in Printing Technology curriculum as it offers students the opportunity to gain practical experience in the Printing industry. The rationale behind including industrial training in the curriculum is to provide students with a hands-on experience of the theoretical concepts they learn in the classroom. It helps them to gain experience on modern and state of the art machinery and apply their theoretical knowledge to practical problems in the industry.
Industrial training provides students with the opportunity to work alongside professionals in the industry and learn from their expertise. This type of exposure helps students to understand the practical challenges of the industry and to develop solutions to address them. It also enables students to learn about the latest technological advancements in the field and gain insight into emerging trends in the industry.
Another important aspect of industrial training is that it helps students to develop essential soft skills such as communication, teamwork, and problem-solving. These skills are essential for success in the industry, and industrial training provides a unique opportunity for students to develop them in a real-world environment.

2. COMPETENCY

The purpose of this course is to help the student to attain the following industry identified competency through various teaching learning experiences:

- **Plan and execute assigned work while adhering to safety standards and following industry standard procedures**

3. COURSE OUTCOMES (COs)

The practical exercises, the underpinning knowledge and the relevant soft skills associated with this competency are to be developed in the student to display the following COs:

a) Outline all the details of the work that has been assigned to him or her.
b) Gather and maintain all necessary materials, including work, specification, tools, M/Cs, and other requirements, on schedule.
c) Execute the assigned work safely and in accordance with established procedures, either as an individual or as part of a team.
d) Utilize the latest industrial machinery and equipment, along with appropriate tools, measuring instruments, testing, and maintenance equipment.

e) Consistently maintain work records and deliver a project report based on work experience via verbal and written means of communication.
f) Work on developing soft skills such as teamwork and collaboration, leadership, time management, working outside of one's comfort zone, adaptability, flexibility, presentation, and analytical ability.
g) Follow and uphold the waste management procedures implemented by the industry to safeguard the environment.
h) Develop startup skills such as sales and marketing, risk assessment, supply management, finance and accounting, general management, and supply management.

4. TEACHING AND EXAMINATION SCHEME

Teaching Scheme (In Hours)			Total Credits (L+T/2+P/2)	Examination Scheme				
				Theory Marks		Practical Marks		Total Marks
L	T	P	C	CA	ESE	CA	ESE	
-	-	20**	10	0	0	300	300	600

Legends: ***L****-Lecture;* ***T*** *– Tutorial/Teacher Guided Theory Practice;* ***P*** *-Practical;* ***C*** *– Credit,* ***CA*** *- Continuous Assessment;* ***ESE*** *-End Semester Examination.*

***Indicate External exam for practical. (20 students per day will be examined by external examiner.)**

****Indicate load of teaching faculty per week per batch,**

1. For placing the students in training.
2. For checking weekly report for individual students and evaluating on weekly basis.
3. Continuous supervision and monitoring of each student throughout the entire industrial training period.
4. Assigned faculty will conduct a minimum of one follow-up visit per month to the training site to ensure their progress. Additionally, the (faculty) internal examiner will perform continuous evaluations during their monthly visits to the industry.
5. Students are expected to make monthly visits to the institute to present their monthly training progress using PPT presentations. Assigned faculty conduct continuous assessments during these visits.
6. The faculty will assist the students in preparing their final presentation and training report, and also review and evaluate the final presentation and report.

- **Continuous Assessment**

Internal Faculty should evaluate training on following criteria and marks-(Max. Marks=300)

1. Monthly Presentation with PPT / speak out-(Maximum 75 Marks: Three monthly presentations of 25 marks each) during monthly visits of student to institute
2. Review of Log Book, weekly report (Form-3) & Monthly Report (Form-4) (Maximum 75 Marks: 25 marks for each monthly review during visit of teacher to industry (three visits).
3. Final project report at the end of training by Internal Faculty-(Maximum 100 Marks).
4. Internal presentation and viva by internal Faculty (Maximum 50 Marks) at the end of the semester.

- **End Semester External Examination**

Evaluation of ESE will be done by the External exam for practical (20 students per day (six hours) will be examined by external examiner.) External examiner should evaluate training on following criteria and marks-(Max. Marks=300)

- Presentation with viva - (Maximum 100 Marks)
- Practical Skills Exam- (Maximum 100 Marks) Three or four basic/core practical skills out of the total skills which students are supposed to have learnt during their industrial training should be examined depending upon available equipments/instruments at Institute level.
- Review of Record and Training Report- (Maximum 100 Marks) such as log book, weekly report, monthly reports, final training report including review of some critical/special experiences student has undergone (and mentioned in his report) at industry.

- **Suggestive Work Load**

Load of guiding and monitoring industrial training per week per batch: For placing the students in training. Assessing weekly report of each student and evaluating on weekly basis. For continuous monitoring of each assigned students throughout the training duration. Visit industry/ follow up the students at training at least once in a month for evaluating student's activity and their progress. Also conductthe presentation with PPT / speak out at least once in a month at their parent collegeper batch for evaluating student's activity and their progress. Total 20 hrs load per week per batch may be considered. Institute has to prepare time table for the faculty in such a manner that the concerned faculty remain free for one day (Allot different days to different faculty) in each week for industrial visits and conducting the presentation at their parent college.

5. SUGGESTED PRACTICAL EXERCISES

The following practical outcomes (PrOs) that are the sub-components of the COs. *Some of the **PrOs** marked **'*'** are compulsory, as they are crucial for that particular CO at the 'Precision Level' of Dave's Taxonomy related to 'Psychomotor Domain'*.

S. No.	Practical Outcomes (PrOs)	Unit No.	Approx. Hrs. required
Not Applicable			

Note

*i. More **Practical Exercises** can be designed and offered by the respective course teacher to develop the industry relevant skills/outcomes to match the COs. The above table is only a suggestive list**.***

*ii. The following are some **sample** 'Process' and 'Product' related skills(more may be added/deleted depending on the course)that occur in the above listed **Practical Exercises** of this course required which are embedded in the COs and ultimately the competency..*

S. No.	Sample Performance Indicators for the PrOs	Weightage in %
1	Monthly Presentation	75
2	Log book and weekly report	75
3	Project report	100
4	Final Presentation	25
5	Viva	25
Total		**300**

6. MAJOR EQUIPMENT/ INSTRUMENTS REQUIRED

These major equipments with broad specifications for the PrOs is a guide to procure them by the administrators to usher in uniformity of practicals in all institutions across the state.

S. No.	Equipment Name with Broad Specifications	PrO. No.
Not Applicable		

7. AFFECTIVE DOMAIN OUTCOMES

The following ***sample*** Affective Domain Outcomes (ADOs) are embedded in many of the above mentioned COs and PrOs. More could be added to fulfill the development of this competency.

a) Work as a leader/a team member.
b) Follow ethical practices.
c) Follow safety practices.
d) Practice good Housekeeping.
e) Practice environmental friendly methods and processes.

The ADOs are best developed through the laboratory/field based exercises. Moreover, the level of achievement of the ADOs according to Krathwohl's 'Affective Domain Taxonomy' should gradually increase as planned below:

i. 'Valuing Level' in 1st year
ii. 'Organization Level' in 2nd year.
iii. 'Characterization Level' in 3rd year.

8. UNDERPINNING THEORY

Only the major Underpinning Theory is formulated as higher level UOs of *Revised Bloom's taxonomy* in order development of the COs and competency is not missed out by the students and teachers. If required, more such higher level UOs could be included by the course teacher to focus on attainment of COs and competency.

Unit	Unit Outcomes (UOs) (4 to 6 UOs at Application and above level)	Topics and Sub-topics
Not Applicable		

Note*:TheUOs need to be formulated at the 'Application Level' and above of Revised Bloom's Taxonomy' to accelerate the attainment of the COs and the competency.*

SUGGESTED SPECIFICATION TABLE FOR QUESTIONPAPER DESIGN

Unit No.	Unit Title	Teaching Hours	Distribution of Theory Marks			
			R Level	U Level	A Level	Total Marks
Not applicable						

Legends: *R=Remember, U=Understand, A=Apply and above (Revised Bloom's taxonomy)*

Note*: This specification table provides general guidelines to assist student for their learning and to teachers to teach and question paper designers/setters to formulate test items/questions assess the attainment of the UOs. The actual distribution of marks at different taxonomy levels (of R, U and A) in the question paper may vary slightly from above table.*

9. SUGGESTED STUDENT ACTIVITIES

Other than the classroom and laboratory learning, following are the suggested student-related ***co-curricular*** activities which can be undertaken to accelerate the attainment of the various outcomes in this course: Students should conduct following activities in group and prepare reports of about 5 pages for each activity, also collect/record physical evidences for their (student's) portfolio which will be useful for their placement interviews:

a) Prepare charts
b) Give seminar on relevant topic.
c) Undertake micro-projects.
d) Prepare small report on topic given by faculty
e) Small groups of students can be formed for assigned work. Assigned work should be such that it covers market survey, team work, presentation, time management, quality development.

10. SUGGESTED SPECIAL INSTRUCTIONAL STRATEGIES (if any)

These are sample strategies, which the teacher can use to accelerate the attainment of the various outcomes in this course:

a) Massive open online courses (***MOOCs***) may be used to teach various topics/sub topics.
b) Guide student(s) in undertaking micro-projects.
c) ***'L' in section No. 4***means different types of teaching methods that are to be employed by teachers to develop the outcomes.
d) About ***20% of the topics/sub-topics*** which are relatively simpler or descriptive in nature is to be given to the students for ***self-learning***, but to be assessed using different assessment methods.
e) With respect to ***section No.11***, teachers need to ensure to create opportunities and provisions for ***co-curricular activities***.
f) Guide students on addressing environmental and sustainability issues.
g) Guide students for using machine manuals.
h) Guide student(s) in undertaking micro-projects
i) Use of video/animation films to explain various processes of Packaging
j) Use different instructional strategies in classroom teaching.
k) Demonstration of different small activities related to Packaging operations.
l) Display of printed samples.

12. SUGGESTED MICRO-PROJECTS

Only one micro-project is planned to be undertaken by a student that needs to be assigned to him/her in the beginning of the semester. In the first four semesters, the micro-project are group-based. However, in the fifth and sixth semesters, it should be preferably be ***individually*** undertaken to build up the skill and confidence in every student to become problem solver so that s/he contributes to the projects of the industry. In special situations where groups have to be formed for micro-projects, the number of students in the group should ***not exceed three.***

The micro-project could be industry application based, internet-based, workshop-based, laboratory-based or field-based. Each micro-project should encompass two or more COs which are in fact, an integration of PrOs, UOs and ADOs. Each student will have to maintain dated work diary consisting of individual contribution in the project work and give a seminar presentation of it before submission. The total duration of the micro-project should not be less than ***16 (sixteen) student engagement hours*** during the course. The student ought to submit micro-project by the end of the semester to develop the industry oriented COs.

A suggestive list of micro-projects is given here. This has to match the competency and the COs. Similar micro-projects could be added by the concerned course teacher:

Not Applicable

13. GUIDELINES FOR INDUSTRIAL TRAINING

- Eligibility: As per GTU detention norms at the time of training. Student can be sent fortraining subject to eligibility.
- Elective training area for full term training
- Students can take Industrial training with following elective
    1. Training in Designing
    2. Training in Pre-press like CTP, Cylinder making, Conventional Plate Making etc.
    3. Training in Government Press
    4. Training in Corporation Press
    5. Training in Publication Industry
    6. Training in Gravure Industry
    7. Training in Flexographic Industry
    8. Training in Offset Industry
    9. Training in Packaging Industry
    10. Training for Service Sector like Machine and Equipment Manufacturing
    11. Training in Quality Assurance
    12. Training in Sales and Marketing of Printing Machines, Equipments, Materials and Consumables
    13. Training in Digital Printing
    14. Training in Packaging
    15. Training in Converting and Finishing

Role of Department

- Department have to send training request letter to various industries well in advance before commencement of training.
- After getting sufficient number of seats from the industries, students will be placed in different industries for their 6th semester training.
- The students are required to fill out the training form (Form-1), which is attached herewith.
- Department will issue an order letter to industry for the said training mentioning the name and registration number of students.
- The assigned faculties are responsible for carrying out all the aforementioned activities during vacations or in advance of the previous semester, as per the placement plan decided in consultation with the students. Normally, students are placed in industries of their choice. However, in case of high demand for a particular industry, students will be allocated a place based on their relative merit (based on their previous semester results).
- The department head will maintain a follow-up schedule for industrial training duringthe training period and assign faculty members to visit various industries accordingly.
- During the monthly visits to industries, the faculty members will assess the progress ofthe students in their training, including attendance, discipline, and preparation of project reports.
- The department will schedule monthly visits for the students to the institute and assesstheir training progress based on their presentations.

- The department is responsible for maintaining records of the continuous assessmentsconducted during monthly visits of both teachers to industries and students to the institute.
- At the end of the training assigned faculty member will assess the work done by student based on his presentation at the institute and training report.

Role of Industry

- Industry will give effective training to the students in all sections/departments forimproving their practical skills.
- The industry is expected to assign a group of students under training to a middle management level person for supervision and guidance, known as the Training-in-charge.
- Training in-charge has to check weekly report (To certify the work done by students)with appropriate remarks.
- Industry may allot project to individual or group of students under training and students has to prepare report on the same project.
- Training in-charge is requested to guide students for preparing their project report.
- Industry is expected to maintain attendance for the student under training and informany irregularity of the students to their parent college.
- The industry is also expected to provide a training certificate on their letterhead, stating that the student has completed the training and including any comments for the student's record and motivation.

14. GUIDELINES FOR STUDENTS

- Students would interact with the identified faculty of the department to suggest his choices for suitable industry.
- Students have to fill the form-2, which is attached here with, duly sealed and signed by authorities along with training order letter and submit it to training officer in the industry on the first day of training. (attached here with form-2)
- Student would carry with him/her the Identity card issued by institute during trainingperiod.
- He/she will have to get all the necessary information from the training officer regarding schedule of the training, rules and regulations of the industry. Student is expected to follow these rules, regulations, procedures etc. obediently.
- During the training period students has to keep record of all the useful information in Log book and maintain weekly reports. (Attached here with form-3).
- He/she has to prepare a detailed report and presentations for each monthly visit to institute.
- Prepare final report about the whole training for submitting to the department at thetime of final presentation and viva.

Following sections/points must be incorporated throughout the entirety of their training period.

- To begin the training, it is important to introduce the entire organization, including its history and how it has developed over time. Additionally, the training should address the different manufacturing facility available, their parts, organization structure, delegation of authority that are produced

within the industry.

- Ensuring safety is of utmost importance in all manufacturing units, and it is crucial to educate students on the safety protocols and guidelines implemented within the unit. As part of the training, students should be taught about the appropriate use of personal protective equipment, handling of hazardous materials, and emergencyresponse procedures.
- To equip students with practical knowledge, the training program should encompass the diverse manufacturing processes involved in production, such as pre-press, press and post press. Additionally, it is essential to provide hands-on training for some of these processes to provide students with hands-on experience.
- In printing, quality control is a vital component. To ensure that the final product meets the required standards, the training program should incorporate topics such as inspection procedures, defect identification, and problem-solving techniques.
- To ensure that machinery and equipment are being used correctly and maintained properly, the training program should provide instruction on their proper operation and maintenance. This includes training on how to use specific tools, machinery, and software required to perform various manufacturing tasks.
- Printing units are required to adhere to several environmental regulations. Therefore, the training program should cover topics such as waste management, environmental impact assessment, and pollution control measures to ensure compliance with these regulations.

- The training report may contain
  - Title page
  - Certificate
  - Abstract
  - Acknowledgement
  - Index
  - Introduction of industry
  - Industry lay out
  - Hierarchy of industry/organization chart.
  - Types of major equipments/instruments/machines used in industry with their specification and specific use.
  - Particulars of Practical Experiences in industry – Designing, Layout, Proofing, Preflight checking, Imposition, Plate Making, Production, Testing, Problem Solving, Maintenance and preventive maintenance.
  - Additional data/information on – cost reduction, case studies, Safety features, cost estimates, modifications, etc.
  - Special/challenging experiences encountered during training if any
  - My liking & disliking of work places-
  - References
  - Bibliography

It is mandatory for students to maintain and fulfill criteria for attendance framed by Gujarat Technological University for the term to be granted.

15. SUGGESTED LEARNING RESOURCES

S. No.	Title of Book	Author	Publication with place, year and ISBN
1	Handbook of Print Media	Prof. Dr.-Ing. habil. Helmut Kipphan	Springer-Verlag Berlin Heidelberg New York, 2001, ISBN 3-540-67326-1
2	The Wiley Encyclopedia of Packaging Technology	Kit L. Yam	Wiley, USA, 2009 ISBN 978-0-470-08704-6
2	Handbook on Printing Technology	NIIR Board of Consultants & Engineers	ASIA PACIFIC BUSINESS PRESS Inc. , India, 2017**,** ISBN-13: 8178331764
4	Gravure: Process and Technology	Gravure Association of America	Gravure Association of America, USA, 1997 ISBN-13: 978-1880290002
5.	Handbook of Paper and Paperboard Packaging Technology	Mark J. Kirwan	Wiley Blackwell, USA,2013 ISBN 9781118470930
7.	Hand Book of Printing, Packaging and Lamination : Packaging Technology	S. P. Athavale	Notion Press, India, 2018 ISBN 1644292505

16. SOFTWARE/LEARNING WEBSITES

a) https://www.youtube.com/watch?v=93juB_EZbN4

b) https://swayam.gov.in

c) https://nptel.ac.in

d) https://www.coursera.org/

15. PO-COMPETENCY-CO MAPPING

Semester VI	Industrial Training (Course Code: 4365801)									
	POs and PSOs									
Competency & Course Outcomes	**PO 1 Basic & Discipline specific knowledge**	**PO 2 Problem Analysis**	**PO 3 Design / development of solutions**	**PO 4 Engineering Tools, Experimentation &Testing**	**PO 5 Engineering practices for society, sustainability & environment**	**PO 6 Project Management**	**PO 7 Life-long learning**	**PSO 1** Design and develop the product and process for the need of the industries and society.	**PSO 2** Analyze and improve productivity, quality and cost effectiveness for the various pre-press, press and post press process involved in printing to meet the industries requirement.	**PSO 3** (If needed)
Competency	**Plan and execute assigned work while adhering to safety standards and following industry standard procedures**									
Course Outcomes CO a) Outline all the details of the work that has been assigned to him or her.	3	3	2	3	2	2	2	2	2	
CO b) Gather and maintain all necessary materials, including work, specification, tools, M/Cs, and other requirements, on schedule	3	2	1	3	1	2	2	3	2	
CO c) Execute the assigned work safely and in accordance with	3	2	1	2	1	3	2			

established procedures, either as an individual or as part of a team.										
CO d) Utilize the latest industrial machinery and equipment, along with appropriate tools, measuring instruments, testing, and maintenance equipment.	3	1	1	3	1	2	2		1	
CO e)Consistently maintain work records and deliver a project report based on work experience via verbal and written means of communication.	2					3	2	2	2	
CO f) Work on developing soft skills such as teamwork and collaboration, leadership, time management, working outside of one's comfort zone,	2					3	2	2		

adaptability, flexibility, presentation, and analytical ability.										
CO g) Follow and uphold the waste management procedures implemented by the industry to safeguard the environment.	2				3	1	2			
CO h) Develop startup skills such as sales and marketing, risk assessment, supply management, finance and accounting, general management, and supply management.	2					3	2			

Legend: '**3'** for high, '**2**' for medium, **'1'** for low or **'-'** for the relevant correlation of each competency, CO, with PO/ PSO

16. COURSE CURRICULUM DEVELOPMENT COMMITTEE

GTU Resource Persons

S. No.	Name and Designation	Institute	Contact No.	Email
1	S. D. Gohel	R. C. Technical Institute, Sola, Ahmedabad	8460609775	sandy_printmedia@yahoo.com

2	V. B. Patel	R. C. Technical Institute, Sola, Ahmedabad	9825219434	vinita_printing@yahoo.com
3	D. D. Raval	R. C. Technical Institute, Sola, Ahmedabad	9879551606	ravaldevang9@gmail.com
4	J. R. Patel	Manager, Government Press Bhavnagar	9979408097	jayeshrpatel@rediffmail.com

FORM-1

તારીખ:
નામ:
એનરોલમેન્ટ નંબર : .
મોબાઈલ નંબર:
ડિપ્લોમા ઇન પ્રિન્ટીંગ
સેમેસ્ટર : 6
સરનામું:

પ્રતિ, પ્રિન્ટીંગ ખાતાના વડાશ્રી ,
વિષય: ઇન્ડસ્ટ્રીયલ ટ્રેનિંગ સ્થળની પસંદગી કરવા બાબત તેમજ તેની બાંહેધરી આપવા બાબત
પસંદ કરેલ તાલીમ સ્થળનું નામ

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બાંહેધરી: - જીટીયુના નિયમ અનુસાર હું ટ્રેનિંગમાં જવા માટેની પર્વ જરૂરીયાત પૂરી ના કરી શકું તો હું નિયમ મુજબ ટ્રેનિંગ ચાલુ રાખવા ઠરીશ નહીં અને આવા સંજોગોમાં મારી ટ્રેનિંગ છોડી દેવાની બાંહેધરી આપું છું.

નામ:

એનરોલમેન્ટ નંબર:

સરનામું:

મોબાઇલ નંબર:

તારીખ:

પ્રતિ,

ખાતાના વડા,

પ્રિન્ટીંગ ટેકનોલોજી વિભાગ,

આર. સી. ટેકનીકલ ઇન્સ્ટીટ્યૂટ,

અમદાવાદ

વિષય: ઇન્ડસ્ટ્રિયલ ટ્રેનીંગ અંગેની બાહેંધરી

મે. સાહેબશ્રી,

સવિનય ઉપરોક્ત વિષય પરત્વે જણાવવાનું કે હું _____

એનરોલમેન્ટ નંબર_____છઠ્ઠા સેમેસ્ટરમાં મારી ટ્રેઇનીંગ _____ કંપનીમાં મેળવવા માગું છું.

ગુજરાત ટેકનોલોજીકલ યુનીવર્સીટીના નિયમ અનુસાર હું ઇન્ડસ્ટ્રીયલ ટ્રેઇનીંગમાં જવા માટેની પૂર્વ જરૂરીયાત પુરી ન કરી શકુ તો હું નિયમ મુજબ ઇન્ડસ્ટ્રીયલ ટ્રેઇનીંગ ચાલુ રાખવા પાત્ર ઠરીશ નહિં અને આવા સંજોગમાં હું ઇન્ડસ્ટ્રીયલ ટ્રેઇનીંગ છોડી દેવાની બાહેંધરી આપુ છું.

મારા પુત્ર/પુત્રી/પાલ્ય ઇન્ડસ્ટ્રીયલ ટ્રૈનીંગ માટે _____ કંપનીમાં રૂબરૂ જાય તેની સામે મને કોઇ વાંધો નથી. આથી અમો બાહેંધરી આપીએ છીએ કે મારો પુત્ર/પુત્રી/પાલ્ય કોરોના મહામારી પગલે ઉભી થયેલ પરિસ્થીતીને ધ્યાને રાખી કોરોના વાયરસ (COVID-19) ના સંક્રમણને નિયંત્રણમાં લાવવા માટે ઇન્ડસ્ટ્રીયલ ટ્રૈનીંગના સદર સમયગાળા દરમ્યાન ફરજીયાત માસ્ક પહેરી રાખશે, સેનીટાઇઝર હંમેશા સાથે રાખશે અને જરૂર પ્રમાણે ઉપયોગ કરશે, તથા સોશીયલ ડિસ્ટન્શિંગના બધા નિયમોનું ચુસ્તપણે પાલન કરશે. હાલ મારા પુત્ર/પુત્રી/પાલ્યને શરદી, ખાંસી, તાવ, ઉધરસ કે કોરોનાના કોઇપણ લક્ષણ નથી, તેમજ મારા કુટુંબમાં કોઇ સભ્ય કોરોના પોઝિટીવ નથી અને મારા પુત્ર/પુત્રી/પાલ્યના મોબાઇલમાં આરોગ્ય સેતુ એપ ડાઉનલોડ કરેલ છે.

આ ઉપરાંત કોરોનાના કોઇ લક્ષણ તેનામાં દેખાશે તો તે કોલેજ તેમજ કંપનીને જાણ કરી કોરન્ટાઇન રહેશે.

તેમજ સરકાર, યુનીવર્સીટી અને કંપનીની કોવીદ-૧૯ને લગતી સમયાતંરે પાડવામાં આવતી બધી જ ગાઇડલાઇનનું પાલન કરશે.

તાલીમ દરમ્યાન મને કોઇ અકસ્માત કે ઇજા કે કોરોના જેવી બેમારી થશે તો તાલીમ આપનાર પ્રેસ અથવા કંપની કે આર. સી. ટેકનીકલ ઇન્સ્ટીટ્યૂટ સંસ્થાની કોઇ જવાબદારી રહેશે નહી.

આ તાલીમ દરમ્યાન હું રાબેતા મુજબ જવા માટે બંધાયેલ છું તેમજ જો કોઇ ગેરરીતીની ફરીયાદ જણાશે તો હું ડીટેઇન થવાને પાત્ર છું. આજ સુધીમાં સેમેસ્ટર માં બેકલોગની માહીતી નીચે પ્રમાણે છે.

સેમ૧: સેમ૨: સેમ ૩: સેમ ૪: સેમ ૫:

વાલીની સહિ, વિદ્યાર્થીની સહિ

FORM-2

FROM:

_____
____
_____
_____
_____
_____
_____
_____

To,

The Principal

_____

_____

Subject: Joining report of _____

As per your letter No. _____Dated_____

I have reported for training at

_____

On _____. The weekly off day of the industry is _____

Thanking you

Yours faithfully

( )

Signature and Stamp of Officer in-charge

(To be send immediately after joining the industry)

FORM NO. 3

R. C. Technical Institute

Diploma In Printing Technology

Trainees Weekly Report

Name of Student: _____ Enrollment Number:_____

Name Of Organisation:_____

Department/Section of Organisation:_____

Week Commencing from Date : / / 20 to / / 20

Date & Day	Abstract of work done / learning of the day	Remark from Training Supervisor if any
Date & Daye	Abstract of work done / learning of the day	Remark from Training Supervisor if any

Sign of student with date

Assessment of this week: Assessment criteria for assessing a student's industrial training:
Professionalism and work ethics, Technical Skills, Communication Skills, Initiative and responsibility. Weekly reports must be submitted with final project report.

	Excellent	**Very Good**	**Good**	**Satisfactory**	**Needs improvement**
Controlling Officer of Industry					
Institute Faculty					

Sign of Faculty (at the time of visit) Sign of controlling officer of Industry

FORM-4

Monthly Inspection & Interactions Report

(Duration: to)

The teacher should visit the industry/workshop once a month and after interactions with student and industry, he should provide a feedback report.

1. Name & No of student.....

2. Sign of student.....

3. Name of industry .....

4. Sections and Departments visited.....

No.	Incidents/Activities observed Maximum	Maximum Marks	Marks Obtained	Comments on performance
a	Work performed in the duration (as per Log Book & Weekly Report) Teacher should sign logbook and weekly report on this occasion.	25		
b	Interaction with student about work performed by him	25		

Overall Comments:_____

Name of industry Supervisors/Engineers/Managers with who interacted:

Comment if any (Based on interaction with industry supervisor)_____

_____

_____

_____

Advice to student if any:

_____

_____

Sign of Faculty

FORM-5

Evaluation Record of Monthly Presentation at Institute

Sr. No.	Name	Enrollment Number	Date of presentation	Marks obtained in each presentation (out of 25)	Total (Max Marks 150)
1.					
2.					
3.					
4.					
5.					

Sign of Faculty

R. C. Technical Institute						
Printing Technology Department						
Course Title: Industrial Training (4365801)						
Evaluation of External Examiner						
SR NO	Name of Student	Enrollment No.	Presentation and Viva (Maximum 100 Marks)	Practical Skills Examination (Maximum 100 Marks)	Review of Log Records and Report (Maximum 100 Marks)	TOTAL (Maximum 300)
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						

External Examiner

R. C. Technical Institute							
Printing Technology Department							
Course Title: Industrial Training (4365801)							
Evaluation of Internal Examiner							
SR NO	Name of Student	Enrollment No.	Presentation with PPT / speak out Max Marks-75	Log Book, Weekly Report & Monthly Report Max Marks-75	Final training report Max Marks-100	Final presentation and Internal viva Max - 50	TOTAL (Max Marks 300)
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							

Internal Examiner